

Ashland City Council Look Ahead

Note: This is a DRAFT schedule of future agenda items and is subject to frequent changes.

AGENDA ITEM:	MEETING	RESPONSIBLE DEPARTMENT	LEAD STAFF	FORMAT
1 Council Onboarding Presentations & Ceremonial Swearing In - The Council will be given a presentation on Public Records, Public Meetings, and Ethics Laws. The City Recorder will perform a ceremonial swear in for those newly elected.	January 4 - Study Session	Legal/ Recorder	David Lohman david.lohman@ashland.or.us Melissa Huhtala melissa.huhtala@ashland.or.us	Study Session
2 City Manager Recruitment Process - To assist in facilitating Council's formal direction to staff regarding the desired process to fill the City Manager position at the January 19, 2021 business meeting, Mayor Akins requested that staff provide a re-cap of the key elements of this matter.	January 4 - Study Session	Human Resources	Tina Gray tina.gray@ashland.or.us	Study Session
3 Award of a Professional Services Contract to Galardi Rothstein Group for Water and Storm Drain System Development Charge Updates - The Council will be asked to award a professional services contract with Galardi Rothstein Group, who were selected through a request for proposal process to update the City's water and storm drain system development charges.	January 5 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
4 Approval of Liquor License for Louie's Restaurant - Per AMC 6.32 Liquor License Review, the City Council makes recommendations to the OLCC liquor license applications applied for within the city limits.	January 5 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
5 Fire Chief Recruitment	January 5 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
6 Mayor Request for Ordinance Development for the Creation of a Racial and Social Equity Commission	January 5 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	New Business
7 Mayor Request for Wildfire Forum on January 14 - Mayor Akins has requested that a virtual live town hall be held on January 14 to discuss the Alameda Fire. The request includes various Department Heads who would need to attend and respond to questions. As this request will require more than two hours of staff time and will involve other Council members' participation, a majority vote by the Council is required to move forward.	January 5 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
8 Discussion on Budget Committee Appointment Process - As new members of the City Council were active citizen members on the Citizens' Budget Committee, the Council will need to decide on a process and timeline for filling those vacant positions. The new members to Council will still serve on the Committee as Councilors.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	New Business
9 Budget Calendar and Assumptions - The Finance Director will present the calendar for the Budget meetings and any assumptions for the budget process.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	New Business
10 Election of the Chair of Council - The Council will elect a Chair of Council who will serve as the role of Mayor at meetings when the Mayor is absent.	January 5 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business



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11	Juneteenth Celebration Discussion - With passing Resolution No. 2020-15 in July 2020, the City Council agreed to address issues surrounding social equity and racial justice as outlined in the resolution. One of those items was for the City Council to “proclaim Juneteenth as an annual day of municipal commemoration and partner with communities of color and other local organizations to celebrate African American/Black culture on this day annually”.	January 5 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
12	First Reading of the Food & Beverage Tax Allocation Ordinance - This item will revise the current Food & Beverage Tax Allocation Ordinance to remove the completed debt obligation and allocate resources.	January 5 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
13	No 1/18 Study Session - City Closed in Observance of Martin Luther King Jr. Day				
14	State of the City Address - The address will include a year in review, the Mayor's State of the City speech, and the Ragland and Bates Awards.	January 19 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
15	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	January 19 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
16	Approval of a Professional Services Contract for Improvements to the Community Center and Pioneer Hall - The Council will be asked to award a professional services contract for architectural and engineering services to develop plans, specification and estimates for improvements for both facilities to bring them up to full operational use.	January 19 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Consent
17	Council Liaison Appointments - The Mayor appoints Council members to be liaisons to attend City Advisory Body and regional meetings.	January 19- Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	New Business
18	City Manager Recruitment Process and Job Description Discussion - In the May Special Election, the Citizens of Ashland passed a Charter amendment dictating a change in the City's leadership model from a strong Mayor/Council to one lead by a City Manager. The change to City Manager is effective January 1, 2021. Based on Citizen input, the Council directed staff to create a job description for City Manager, and outline a competitive recruitment and selection process for Council consideration.	January 19 - Regular Business Meeting	Human Resources	Tina Gray tina.gray@ashland.or.us	Unfinished Business
19	Second Reading of the Food & Beverage Tax Allocation Ordinance - This item will revise the current Food & Beverage Tax Allocation Ordinance to remove the completed debt obligation and allocate resources.	January 19 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
20	Wastewater Treatment Plant National Pollution Discharge Elimination System Permit (NPDES) Presentation - A presentation to the Council on the status of the City's wastewater treatment plant NPDES permit update. The new regulatory permit developed by the Department of Environmental Quality has compliance activities that will need to be completed as part of the City's capital improvement program, including continued work on the shading program, relocation of the existing outfall from Ashland Creek to Bear Creek and construction of treatment wetlands.	February 1 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation



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21	Wastewater Treatment Plant UV System Upgrade Update - Public Works to provide the Council an update on the UV system upgrade design and solicitation process including an analysis of life cycle replacement and energy consumption comparisons.	February 1 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
22	Annual Presentation by the Transportation Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	February 2 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
23	No 2/15 Study Session - City Closed in Observance of Presidents' Day				
24	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	February 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
25	Presentation on the Storm Drain Master Plan - A presentation to Council on the outcomes of the newly developed Storm Drain Master Plan. The plan includes recommendations on code language revisions to be consistent with the City's new MS4 regulatory permit, capital project recommendations and associated financial plan.	March 1 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Presentation
26	Citizens' Budget Committee Appointments - Two members of the Citizens' Budget Committee were elected to Council allowing for two citizen vacancies on the Committee. The two new Council members will still serve on the Committee as Councilors.	March 2 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	New Business
27	Adoption of the Capital Improvement Program - A request for approval of the 20-Year Capital Improvements Program (CIP) for years 2021-2041. The CIP is based upon each enterprise fund's master plans or system plans, and operational requirements. The CIP provides a full context representation of a 20-year plan along with a focused and detailed 6-year project window.	March 2 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
28	Citizens' Budget Committee Onboarding - The Citizen's Budget Committee members will be invited to join the City Council for a presentation on the City's financial structure as well as the expectations and rules of the Citizens' Budget Committee.	March 15 - Study Session	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Study Session
29	Proclamation for Arbor Week - Proclamation recognizing Arbor Week in the City of Ashland	March 16 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
30	Annual Presentation by the Tree Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	March 16 - Regular Business Meeting	Community Development	Aaron Anderson aaron.anderson@ashland.or.us	Presentation
31	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	March 16 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation



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32	Adoption of the TAP Master Plan - A request of the Council to adopt the Talent Ashland Phoenix Intertie (TAP) Master Plan as the associated planning document for the TAP intertie system.	March 16 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
33	Review of Ordinance 3176 - Council had requested to have this review on now expired Ordinance 3176 when there was discussion of renewing the Ordinance in 2020.	April 5 - Study Session	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Study Session
34	Proclamation for Independent Media Week - Proclamation establishing Independent Media Week for the City of Ashland in 2021.	April 6 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
35	Adoption of the Storm Drain Master Plan - A request of the Council to adopt the Storm Drain Master Plan as the new associated planning document for the storm drain system.	April 6 - Regular Business Meeting	Public Works	Scott Fleury scott.fleury@ashland.or.us	New Business
36		April 19 - Study Session			



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37	Annual Presentation by the Historic Commission - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	April 20 - Regular Business Meeting	Community Development	Maria Harris maria.harris@ashland.or.us	Presentation
38	COVID-19 Emergency Declaration - Extending the COVID-19 emergency declaration for another month.	April 20 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
39	Annual Commission Reappointments - Per AMC 2.10, Council reappoints members or appoints new members to the Commissions whose terms expire on April 30, 2021 every year.	April 20 - Regular Business Meeting	Recorder	Melissa Huhtala melissa.huhtala@ashland.or.us	Consent
40	Presentation on the Water and Storm Drain System Development Charge Updates	May 3 - Study Session	Public Works	Scott Fleury scott.fleury@ashland.or.us	Study Session
41	Proclamation for National Historic Preservation Month - A proclamation recognizing National Historic Preservation Month within the City of Ashland.	May 4 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
42	First Reading of the Alarm Permits Ordinance	May 4 - Regular Business Meeting	Police/Legal	Tighe O'Meara tighe.omeara@ashland.or.us Katrina Brown katrina.brown@ashland.or.us	Ordinances, Resolutions, and Contracts
43		May 17 - Study Session			
44	Police Annual Report to Council (Formerly Use of Force Report) - This presentation will include use of force, crime and clearance rates, an update on the enhanced law enforcement area (ELEA) as well as an update on the use of section 10.58 of the Ashland Municipal Code.	May 18 - Regular Business Meeting	Police	Tighe O'Meara tighe.omeara@ashland.or.us	Presentation
45	A Resolution Amending the Miscellaneous Fees and Charges Schedule and Repealing Resolution No. 2020-21 - Council will be asked to approve the annual update to the City and parks miscellaneous fees resolution and booklet	May 18 - Regular Business Meeting	Finance	Melanie Purcell melanie.purcell@ashland.or.us	Ordinances, Resolutions, and Contracts
46	No 5/31 Study Session - City Closed in Observance of Memorial Day				
47	Proclamation for Flag Day - Proclamation recognizing Flag Day and urging all citizens of Ashland to join in with the Ashland Elks Lodge #944 to Pledge of Allegiance to our Flag and Nation.	June 1 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation
48	Band Board Annual Report - Presentation covering the Commission's accomplishments, work in progress, and planned activities for the previous and upcoming years.	June 1 - Regular Business Meeting	Administration	Adam Hanks adam.hanks@ashland.or.us	Presentation
49		June 14 - Study Session			
50	Proclamation for Bee City USA - Proclamation recognizing pollinator week as Ashland is designated as a bee city.	June 15 - Regular Business Meeting	Administration	Mayor Akins julie@council.ashland.or.us	Presentation



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51	Citizens' Budget Committee Annual Appointments - Council will vote on annual appointments (including any new applicants) to the Citizens' Budget Committee as some member's terms will expire on June 30.	June 15 - Regular Business Meeting	Council	Council council@ashland.or.us	New Business
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